

PROGRAMMATIC TERMS & CONDITIONS

1. In accordance with EPA regulations, (40 C.F.R. 31.40 for State, local and tribal governments; 40 C.F.R. 30.51 for other recipients) the recipient agrees to submit semi annual progress reports to the EPA Project Officer within thirty days after each six-month anniversary of the award. These reports shall cover work status, work progress, difficulties encountered, preliminary data results and a statement of activity anticipated during the subsequent reporting period, including a description of equipment, techniques, and materials to be used or evaluated. A discussion of expenditures along with a comparison of the percentage of the project completed to the project schedule and an explanation of significant discrepancies shall be included in the report. The report shall also include any changes of key personnel concerned with the project.

In addition, the report shall include brief information on each of the following areas: 1) a comparison of actual accomplishments with the anticipated outputs/outcomes specified in the assistance agreement work plan; 2) reasons why anticipated outputs/outcomes were not met; and 3) other pertinent information, including, when appropriate, analysis and explanation of cost overruns or high unit costs. The recipient agrees that it will notify EPA of problems, delays, or adverse conditions which materially impair the ability to meet the outputs/outcomes specified in the assistance agreement work plan.

A template of items to be included will be developed in consultation with EPA.

2. In accordance with EPA regulations (40 C.F.R. 31.40 for State, local and tribal governments; 40 C.F.R. 30.51 for other recipients), the recipient agrees to submit to the EPA Project Officer within 90 days after the expiration or termination of the approved project period a final report and at least one reproducible copy suitable for printing. The final report shall document project activities over the entire project period and shall include brief information on each of the following areas: 1) a comparison of actual accomplishments with the anticipated outputs/outcomes specified in the assistance agreement work plan; 2) reasons why anticipated outputs/outcomes were not met, and 3) other pertinent information, including, when appropriate, analysis and explanation of cost overruns or high unit costs. The recipient agrees that it will notify EPA of problems, delays, or adverse conditions which materially impair the ability to meet the outputs/outcomes specified in the assistance agreement work plan.

3. Acceptable Quality Assurance Documentation must be submitted to the EPA Project Officer within 60 days of the acceptance of this agreement. No work involving direct measurements or data generation, environmental modeling, compilation of data from literature or electronic media, and data supporting the design, construction, and operation of environmental technology shall be initiated under this project until the EPA Project Officer, in concert with the EPA Quality Assurance Manager, has approved the quality assurance documentation (see 40 CFR 30.54 or 31.45 as appropriate). Additional information on these requirements can be found at the EPA Office of Grants and Debarment Web Site:

<http://www.epa.gov/ogd/grants/assurance.htm>

4. The recipient agrees that any product (e.g., publication, outreach materials, training manuals) produced through this assistance agreement and made available for public view must first be reviewed by the EPA Project Officer for comment before release. The recipient shall make all final decisions on the product content.

5. The recipient shall consult with the EPA Project Officer on a monthly basis in order to obtain input on program activities and products produced. However, the recipient shall make all final decisions on project implementation and product content. Monthly conference call minutes will be prepared after each monthly call.

6. Any changes to the project must be submitted to the EPA Project Officer for approval prior to implementation. Where required by EPA regulation 40 C.F.R. 30.25, the EPA Project Officer will forward change requests to the EPA Award Official for approval prior to implementation.